Human Resources Letter No. 13-03 Confidentiality Agreement

As an employee of the Commission you have access to confidential information regarding our constituents. As a reminder to all employees of the seriousness to ensure the confidentiality of this information, a Confidentiality Agreement has been developed for your signature. Please sign and return the Confidentiality Agreement to me by close of business Tuesday, June 11, 2013. The signed Confidentiality Agreement will be added to your personnel file.

Should you have any questions, please contact me at 803-737-5671 or cbfloyd@wcc.sc.gov.

Cathy Floyd, SPHR SC Workers' Compensation Commission Human Resources 1333 Main Street, Suite 500 Post Office Box 1715 Columbia, SC 29202-1715 Office: 803-737-5671

Fax: 803-737-5715 www.wcc.sc.gov